



HARPER COUNTY

REQUEST FOR COUNTY BOARD ACTION

Items must be received in the Administrator's Office by 12:00 Noon on the Thursday prior to the scheduled meeting to be considered.

Item #: _____
(Assigned by Administrator)

Meeting Date: July 6th

Department: Aging & Transportation

Item Requested: 2021 Budget, Appeal P/T employee status

Summary of the Issue:

Appeal the Board's decision to keep 1 Aging & 1 Transportation part time position <1000 hrs based on available funding.

Background:

The Harper Senior Center was open 9-1 = 20 hrs a week. We changed open hours to 10 -1 to ease her morning distraction burden but the manager still has daily orders via voicemail & phone calls 1st thing in the a.m, drives to Patterson to pick up food & picks up Heritage Estates food, drop off at Heritage & finally get back to HSC to unload containers & begin fixing take out & delivered meals. When she goes to PHC, the senior center is left open & unmanned but the manager prepares coffee for those who might come prior to the congregate meal. The 2 trips to PHC daily takes time in addition to the required duties of delivering & serving meals, cleaning, sanitizing & daily/monthly reports to track meals for our IIIC grant. She also sends monthly requested donation letters to meal recipients who have not paid. At a minimum, for the size of facility & quantity of meals served I see this is a 5 hour/day position. My understanding is a cleaning service used to be utilized but was cut a few years back. We are working to increase volunteer participation.

We need a flexible p/t driver who can work up to 25 hrs a week during peak periods. This is especially important as I hope to grow the ridership of the transportation department within the county. With an increase in Wichita & out of county trips, the part time employee is able to relieve the schedule restrictions with their flexibility & keep full time employees from incurring overtime. As Director, I hope to be with the public in a variety of ways but if I have to lay off current staff due to the current decision, I will be pulled to drive more & other duties will suffer.

Funding:

Currently, thru the CARE Act, our transportation monthly expenditures are being reimbursed at 100% vs 70% since March 2020 till June 2021. (minus our project income/rider fees) For 2020 this savings to the county for 3 months = \$6000. I estimate the continued savings thru our F'20 will be another \$15,000. I have talked to Linda the auditor about transferring unused/overbudgeted funds within Transportation levy funds to Ami's "Employee Benefit Fund" & she did not see a problem with that for 2020 & 2021.

Additionally- I have found our KDOT personnel expense has been under-represented as the county paid benefits were not included for reimbursement monthly. Only the gross pay has been submitted for reimbursement thru KDOT. By

submitting the full personnel cost for the operation of the transportation department, the county tax burden is relieved further.

The 2021 transportation budget submitted accounts for a 25/hr p/t driver, even with a 8.5% cut in salary expense line item.

Additional cost of Transportation 25 hr/week employee=
+\$1830/yr county benefit cost

Additional cost of Aging 25 hr/week employee =
+\$1749/yr county benefit cost
=\$3579/year to employee benefit fund from levy income unused due to KDOT/CARES Act 100% reimbursement.

Recommendation:

Reclassify 1 HSC as 25/hr week position with KPERS benefits as required by law.
Reclassify 1 P/T Driver as 25/hr week position with KPERS benefits as required by law.

Please & thank you.